

---

Subject:

Effective Date:

Revised from:

---

## 75-3504

### Chapter 75.--STATE DEPARTMENTS; PUBLIC OFFICERS AND EMPLOYEES

#### Article 35.--PUBLIC RECORDS

**75-3504. State records board; authority to order disposition of records; establishment of disposal schedules; rules and regulations.** The board shall pass upon the requests of the state departments or other agencies for the destruction or other disposition of records, and shall have power to order the destruction, reproduction, temporary or permanent retention, and disposition of the public records of any department or agency of the state, to establish records disposal schedules for the orderly retirement of records, and to adopt such other rules and regulations as they may deem necessary to accomplish the purposes of this act. The disposal schedules shall be filed by the board with the secretary of state. Records so scheduled may be transferred to the state records center at regular intervals, in accordance with procedures to be established by the center, without further action by the board. In all its acts the board shall be specifically required to safeguard the legal, financial and historical interests of the state in such records.

**History:** L. 1945, ch. 306, § 4; L. 1957, ch. 452, § 4; L. 1965, ch. 506, § 39; L. 1988, ch. 366, § 26; June 1.